

BED BUG GUIDELINES AND PROTOCOL

OVERVIEW

Bed bugs are a parasitic insect that feed exclusively off of blood. They are mostly active at night but are not exclusively nocturnal. They usually feed on their host without being noticed, however some people develop skin rashes from their bites. Bed bugs crawl, they do not jump or fly. They attach themselves to articles of clothing such as hats, jackets, and backpacks, and that is how they transfer from location to location. Bed bugs are attracted to human and animal scents found on couches, pillows, beds, and chairs. They typically will go to these locations to feed and then return to a nesting location, which can also be in those areas mentioned above. The CDC and Health Department classify them as a nuisance and not a health hazard. They are not known to transfer any pathogens or disease. It is **EXTREMELY** unlikely an infestation will happen in a school setting because the food source is inconsistent and absent during the typical feeding times.

IDENTIFICATION

The process of identifying Bed Bugs should be left to a pest control professional, however here some indicators:

- Adult Bed Bugs are reddish–brown, flattened, and oval shaped without wings
- They are 4-5mm in size in their adult stage (about the size of an apple seed)
- Bed Bugs have 5 different stages of life with varying degrees of translucency
- Bed Bugs cannot fly but can move very quickly on both horizontal and vertical surfaces
- Brown droplets stains on books, posters, and padded furniture
- Cast skins from bed bugs – transparent empty shell that is left behind when a bed bug grows
- Musty rotting raspberry smell
- Students developing rashes consistent with Bed Bug bites (Physician verification)

If a Bed Bug is spotted, please capture it with a piece of clear tape and place it in a Ziploc bag for future identification.



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WHAT TO DO

If a bed bug is identified on an individual, **DO NOT PANIC**. Panic will lead to misidentification and actions that may not be warranted - 1 bed bug does not mean there is an infestation. The source individual's dignity and privacy must be respected.

1. Capture the insect with clear tape and place in a Ziploc bag
2. Do NOT send the child home from school
3. Communications will be done thru the Administration team at the school
4. Inspect clothing, coats, hats, and backpacks with the utmost regards to privacy
5. With prior approval by Parents or Guardians the source's items can be placed in an air-tight containers while at school
6. Remove items such as bean bag chairs, sleeping mats, pillows, and stuffed animals (if infestation is suspected) from room
7. Keep a tidy organized room
8. Contact Custodian or Building Services Manager

CUSTODIAL RESPONSIBILITIES

The custodial staff and Building Services Manager will perform the following steps:

1. Perform an inspection of the room or area that the suspected Bed Bugs were reported in
2. Extra cleaning will be performed as needed
3. Use a separate vacuum in that area so there is limited cross contamination
4. Vacuum area thoroughly every night, from corner to corner including crevices/baseboards
5. Place contents of vacuum in outside trash receptacle daily
6. Store vacuum outside or in an area away from staff and students
7. Inform the pest management company that Bed Bugs have been discovered

The best way to combat the spread of Bed Bugs is not to panic but be diligent in identifying any exposure. More information on Bed Bugs can be found at <P:\Safety\Pest Management\Bed Bugs>. If there are any questions or concerns please contact your Building Services Manager or the district Safety Coordinator.

PREVENTION

Keep the facility clean and uncluttered. Bed Bugs are not associated with uncleanliness, but a clean facility makes it easier to detect bed bugs before an infestation gets established.

- If children take naps at school regularly put the bedding in the dryer on a high setting for 30 minutes. This will kill all stages of bed bug development. If there is clothing present in the school setting, for example dress-up clothes or theater costumes, these items should also be regularly put through the dryer.
- Keep all areas as uncluttered as possible.
- Regularly inspect and clean – lost-and-found, sleeping areas, upholstered furniture, and wall-mounted items (pictures, clocks, signs, mirrors, etc.).
- Store items (bedding, clothes, coats, bags) in clear plastic containers whenever possible.